

AGENDA ITEM 25

EXECUTIVE OFFICER'S REPORT.

Included are the following:

- a) Operational report.
- b) Fiscal Month (FM) 12 revenue and expenditure reports.
- c) Fund condition statement based on FM 12p.
- d) Licensing data for 4/1/2023 – 6/30/2023.
- e) Enforcement data for 4/1/2023 – 6/30/2023.
- f) Future Agenda Items.

**ITEM
To BE
PROVIDED**

CBOT Revenue Report

Fiscal Year: 2022-2023

FM 12

	Current Month	YTD
Delinquent Fees	\$2,280	\$40,845
Delinquent Renewal OT	\$1,755	\$32,130
Delinquent Renewal OTA	\$525	\$8,715
Other Regulatory Fees	\$4,004	\$58,239
Cite & Fine	\$2,370	\$43,660
Duplicate License OT	\$975	\$7,175
Duplicate License OTA	\$150	\$1,675
Franchise Tax Board - Cite Fine Collection	\$509	\$5,729
Other Regulatory License and Permits	\$33,431	\$458,065
Initial License OT	\$19,854	\$276,559
Initial License OTA	\$4,797	\$70,755
Limited Permit OT	\$500	\$6,000
Limited Permit OTA	\$200	\$1,700
Retired Status OT	\$425	\$3,525
Retired Status OTA	\$75	\$700
Application Fee OT	\$6,500	\$74,250
Application Fee OTA	\$1,650	\$24,450
Refunded Reimbursements	-\$147	-\$637
Over/Short Fees	\$0	\$1
Suspended Revenue	-\$423	\$2,302
Prior Year Revenue Adjustment	\$0	-\$1,540
Other Revenue	\$2,497	\$57,677
Misc Service To Public General	\$2,275	\$29,610
Investment Income-Surplus Money Investment	\$0	\$27,597
Canceled Warrants Revenue	\$222	\$469
Misc Revenue	\$0	\$1
Renewal Fees	\$26,250	\$2,414,669
Renewal OT	\$19,440	\$1,970,165
Renewal OTA	\$5,040	\$372,090
Restore License To Active OT	\$270	\$2,700
Restore License To Active OTA	\$0	\$210
Inactive Renewal OT	\$1,080	\$57,380
Inactive Renewal OTA	\$420	\$12,120
Over/Short Fees Renewals	\$0	\$4
TOTAL Revenue	\$68,462	\$3,029,495
Scheduled Reimbursements	\$2,891	\$33,761
Fingerprint Reports	\$2,891	\$33,761
Unscheduled Reimbursements	\$708	\$20,435
US Cost Recovery	\$708	\$20,435
TOTAL Reimbursements	\$3,599	\$54,196

CBOT Expenditure Report

Fiscal Year: 2022 - 2023

FM: 12

PERSONAL SERVICES					
	Budget	Current Month	YTD	Encumb	YTD + Encumb
5100 PERMANENT POSITIONS	\$1,151,000	\$96,511	\$904,198	\$0	\$904,198
Earnings - Permanent Civil Service Employee	\$1,069,000	\$87,583	\$797,342	\$0	\$797,342
Earnings - Exempt/Statutory Employee	\$82,000	\$8,928	\$106,855	\$0	\$106,855
5100 TEMPORARY POSITIONS	\$4,000	\$9,345	\$62,680	\$0	\$62,680
Temp Help	\$4,000	\$9,345	\$62,680	\$0	\$62,680
5105-5108 PER DIEM, OVERTIME, LUMP SUM	\$20,000	\$0	\$12,796	\$0	\$12,796
Board Members	\$20,000	\$0	\$5,300	\$0	\$5,300
OT Earnings Other than Temp Help	\$0	\$0	\$7,496	\$0	\$7,496
5150 STAFF BENEFITS	\$753,000	\$50,377	\$523,252	\$0	\$523,252
Dental Insurance	\$2,000	\$399	\$5,624	\$0	\$5,624
Disability Leave - Nonindustrial	\$2,000	\$0	\$0	\$0	\$0
Employee Assistance PGM Fee	\$0	\$22	\$223	\$0	\$223
Health Insurance	\$256,000	\$5,957	\$86,598	\$0	\$86,598
Life Insurance	\$0	\$15	\$143	\$0	\$143
Medicare Taxation	\$6,000	\$1,464	\$13,426	\$0	\$13,426
OASDI	\$81,000	\$5,682	\$53,522	\$0	\$53,522
Retirement - General	\$354,000	\$28,996	\$279,171	\$0	\$279,171
Unemployment Insurance	\$3,000	\$0	\$0	\$0	\$0
Vision Care	\$1,000	\$124	\$1,224	\$0	\$1,224
Workers' Compensation	\$28,000	\$0	\$61	\$0	\$61
SCIF Allocation Cost	\$0	\$0	\$16,720	\$0	\$16,720
Other Post-Employment Benefits	\$20,000	\$3,076	\$29,317	\$0	\$29,317
Staff Benefits - Other	\$0	\$4,641	\$37,224	\$0	\$37,224
PERSONAL SERVICES	\$1,928,000	\$156,232	\$1,502,926	\$0	\$1,502,926

OPERATING EXPENSES & EQUIPMENT					
	Budget	Current Month	YTD	Encumb	YTD + Encumb
5301 GENERAL EXPENSE	\$59,000	\$2,582	\$30,250	\$930	\$31,180
Admin OH-Other State Agencies	\$0	\$34	\$34	\$0	\$34
Fingerprint Reports	\$22,000	\$2,548	\$22,099	\$0	\$22,099
Conferences	\$0	\$0	\$53	\$0	\$53
Freight and Drayage	\$0	\$0	\$1,570	\$930	\$2,500
Goods - Other	\$37,000	\$0	\$0	\$0	\$0
Office Supplies	\$0	\$0	\$6,431	\$0	\$6,431
Subscriptions	\$0	\$0	\$63	\$0	\$63
5302 PRINTING	\$19,000	\$0	\$11,435	\$8,990	\$20,425
Office Copiers - Maintenance	\$0	\$0	\$501	\$709	\$1,210
Pamphlets, Leaflets, Brochures	\$0	\$0	\$10,934	\$6,345	\$17,279
Printing - Other	\$19,000	\$0	\$0	\$1,936	\$1,936
5304 COMMUNICATIONS	\$14,000	\$0	\$2,695	\$0	\$2,695
Central Communication - ATSS	\$0	\$0	\$294	\$0	\$294
Central Communication - CALNET	\$0	\$0	\$55	\$0	\$55
Telephone Services	\$0	\$0	\$2,345	\$0	\$2,345
Communications - Other	\$14,000	\$0	\$0	\$0	\$0
5306 POSTAGE	\$18,000	\$0	\$5,681	\$0	\$5,681
DCA Postage Allocation	\$0	\$0	\$5,681	\$0	\$5,681
Postage - Other	\$18,000	\$0	\$0	\$0	\$0
5308 INSURANCE	\$0	\$0	\$24	\$0	\$24
Insurance - Other	\$0	\$0	\$24	\$0	\$24
53202-204 IN STATE TRAVEL	\$25,000	\$2,213	\$9,970	\$0	\$9,970
Travel-In State-Per Diem Lodgi	\$0	\$901	\$3,779	\$0	\$3,779
Travel-In State-Per Diem Meals	\$0	\$89	\$1,307	\$0	\$1,307
Travel-In State-Per Diem Other	\$0	\$0	\$147	\$0	\$147
Travel-In St-Trav Agcy Mgt Fee	\$0	\$14	\$91	\$0	\$91
Travel-In State-Commercial Air	\$0	\$1,048	\$2,703	\$0	\$2,703
Uber-Transportation Network Co	\$0	\$0	\$162	\$0	\$162
Travel - In State -Private Car	\$0	\$161	\$1,113	\$0	\$1,113
Travel - In State - Rental Car	\$0	\$0	\$668	\$0	\$668
Travel - In State - Other	\$25,000	\$0	\$0	\$0	\$0

	Budget	Current Month	YTD	Encumb	YTD + Encumb
5322 TRAINING	\$9,000	\$0	\$1,280	\$0	\$1,280
Training - Tuition & Registration	\$9,000	\$0	\$1,280	\$0	\$1,280
5324 FACILITIES	\$147,000	\$12,125	\$141,394	\$0	\$141,394
Facilities Operations	\$18,000	\$0	\$0	\$0	\$0
Facilities Ops - Other (Svcs)	\$0	\$0	\$3,143	\$0	\$3,143
Facilities Planning -Gen Svcs	\$0	\$793	\$4,682	\$0	\$4,682
Rents and Leases	\$129,000	\$0	\$0	\$0	\$0
Rent -Bldgs&Grounds(Non State)	\$0	\$11,332	\$133,569	\$0	\$133,569
53402-53403 C/P SERVICES (INTERNAL)	\$243,000	\$21,975	\$130,757	\$0	\$130,757
Health and Medical	\$0	\$117	\$117	\$0	\$117
Legal - Attorney General	\$197,000	\$10,498	\$93,366	\$0	\$93,366
Office of Adminis Hearings	\$46,000	\$11,360	\$37,274	\$0	\$37,274
53404-53405 C/P SERVICES (EXTERNAL)	\$58,000	\$3,803	\$46,650	\$17,184	\$63,834
Administrative	\$0	\$0	\$1,688	\$4,000	\$5,688
Subject Matter Experts	\$0	\$0	\$3,031	\$0	\$3,031
Credit Card Service Fee	\$0	\$3,803	\$40,129	\$13,184	\$53,312
Legal - Witness Fees	\$7,000	\$0	\$0	\$0	\$0
Consult & Prof Svcs Extern Oth	\$44,000	\$0	\$365	\$0	\$365
Court Reporter Servs	\$7,000	\$0	\$1,438	\$0	\$1,438
5342 DEPARTMENT PRORATA	\$911,000	(\$40,322)	\$870,678	\$0	\$870,678
Division of Investigation DOI	\$287,000	-\$23,204	\$263,796	\$0	\$263,796
Consumer Client Services Division CCSD	\$624,000	-\$17,118	\$606,882	\$0	\$606,882
5342 DEPARTMENTAL SERVICES	\$0	\$157	\$672	\$0	\$672
Departmental Services - Other	\$0	\$157	\$672	\$0	\$672
5344 CONSOLIDATED DATA CENTERS	\$14,000	\$1,210	\$25,042	\$0	\$25,042
Consolidated Data Centers	\$14,000	\$1,210	\$25,042	\$0	\$25,042

	Budget	Current Month	YTD	Encumb	YTD + Encumb
5346 INFORMATION TECHNOLOGY	\$4,000	\$0	\$2,285	\$4,323	\$6,608
IT Services - Hardware Maint	\$0	\$0	\$2,261	\$0	\$2,261
IT Services - Software Maint	\$0	\$0	\$14	\$0	\$14
IT Supplies (Paper, Toner, etc	\$0	\$0	\$0	\$4,323	\$4,323
E-Waste Recycl & Disposal Fees	\$0	\$0	\$10	\$0	\$10
Information Technology - Other	\$4,000	\$0	\$0	\$0	\$0
5362-5368 EQUIPMENT	\$0	\$0	\$4,223	\$2,240	\$6,463
Furniture	\$0	\$0	\$131	\$0	\$131
Computers & Computer Equipment	\$0	\$0	\$2,764	\$2,240	\$5,004
Office Equipment	\$0	\$0	\$0	\$0	\$0
Software	\$0	\$0	\$1,328	\$0	\$1,328
54 SPECIAL ITEMS OF EXPENSE	\$0	\$111	\$321	\$0	\$321
Other Special Items of Expense	\$0	\$111	\$321	\$0	\$321
OPERATING EXPENSES & EQUIPMENT	\$1,521,000	\$3,853	\$1,283,357	\$33,666	\$1,317,023
OVERALL TOTALS	\$3,449,000	\$160,085	\$2,786,283	\$33,666	\$2,819,949

Fund Condition Statement
(Dollars in Thousands)

2023 Budget Act W_PY based on FM12 Projections	PY 2022-23	CY 2023-24	BY 2024-25	BY+1 2025-26	BY+2 2026-27
BEGINNING BALANCE	\$ 1,438	\$ 1,387	\$ 899	\$ 317	\$ -329
Prior Year Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 1,438	\$ 1,387	\$ 899	\$ 317	\$ -329
 REVENUES, TRANSFERS AND OTHER ADJUSTMENTS					
Revenues					
4121200 - Delinquent fees	\$ 41	\$ 45	\$ 45	\$ 45	\$ 45
4127400 - Renewal fees	\$ 2,415	\$ 2,453	\$ 2,453	\$ 2,453	\$ 2,453
4129200 - Other regulatory fees	\$ 58	\$ 52	\$ 52	\$ 52	\$ 52
4129400 - Other regulatory licenses and permits	\$ 458	\$ 460	\$ 460	\$ 460	\$ 460
4143500 - Miscellaneous Services to the Public	\$ 30	\$ 29	\$ 29	\$ 29	\$ 29
4163000 - Income from surplus money investments	\$ 28	\$ 2	\$ 5	\$ -	\$ -
4171400 - Escheat of unclaimed checks and warrants	\$ -	\$ 1	\$ 1	\$ 1	\$ 1
 Total Revenue	\$ 3,030	\$ 3,042	\$ 3,045	\$ 3,040	\$ 3,040
 TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 3,030	\$ 3,042	\$ 3,045	\$ 3,040	\$ 3,040
 TOTAL RESOURCES	\$ 4,468	\$ 4,429	\$ 3,944	\$ 3,357	\$ 2,711

2023 Budget Act W_PY based on FM12 Projections	PY 2022-23	CY 2023-24	BY 2024-25	BY+1 2025-26	BY+2 2026-27
Expenditures:					
1111 Department of Consumer Affairs Regulatory Boards, Bureaus, Divisions (State Operations)	\$ 2,799	\$ 3,248	\$ 3,345	\$ 3,446	\$ 3,549
9892 Supplemental Pension Payments (State Operations)	\$ 42	\$ 42	\$ 42	\$ -	\$ -
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 240	\$ 240	\$ 240	\$ 240	\$ 240
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 3,081	\$ 3,530	\$ 3,627	\$ 3,686	\$ 3,789
FUND BALANCE					
Reserve for economic uncertainties	\$ 1,387	\$ 899	\$ 317	\$ -329	\$ -1,078
Months in Reserve	4.7	3.0	1.0	-1.0	-3.4

NOTES:

Assumes workload and revenue projections are realized in BY and ongoing.
Expenditure growth projected at 3% beginning BY+1.

CA Board of Occupational Therapy
Applications Data: April 1, 2023 – June 30, 2023

Transaction Type	April		May		June		Total Received 4Q	Total Approved 4Q	Average Received per Month	Average Approved per Month
	Received	Approved	Received	Approved	Received	Approved	Received	Approved	Received	Approved
OT License Apps	102	145	103	105	143	102	348	352	116	117
OT License Issued	140	140	107	105	99	97	346	342	115	114
OT LP Apps	5	1	11	10	7	8	23	19	8	6
OT LP Issued	1	1	9	8	5	6	15	15	5	5
OTA License Apps	51	31	34	46	33	29	118	106	39	35
OTA License Issued	29	28	46	47	28	28	103	103	34	34
OTA LP Apps	2	2	3	2	2	1	7	5	2	2
OTA LP Issued	1	1	1	1	2	2	4	4	1	1
A/P – Hand Therapy	7	5	6	4	7	6	20	15	7	5
A/P – PAMs	12	16	15	1	9	18	36	35	12	12
A/P - Swallowing	2	4	8	0	3	3	13	7	4	2
Duplicate License	30	29	44	45	89	60	163	134	54	45
Set Inactive to Active	6	6	5	5	6	4	17	15	6	5
Name Changes	17	11	33	40	39	33	89	84	30	28
Address Changes	201	201	194	194	239	239	634	634	211	211
Verifications	85	92	72	76	79	65	236	233	79	78
Set to Retired	11	10	9	11	21	18	41	39	14	13
Set Retired to Active	0	0	2	2	1	1	3	3	1	1
Totals	702	723	702	702	812	720	2,216	2,145	739	715
Transaction Type		April		May		June		Total Approved 4Q		Average Approved per Month
OT Renewals		561		609		635		1,805		602
OTA Renewals		140		161		159		460		153
Totals		701		770		794		2,265		755

CBOT CASES/COMPLAINTS DATA

April 1, 2023 – June 30, 2023

CATEGORY	QUANTITY
<i>Total Complaints Opened/Received:</i>	196
Conviction/Arrest Investigations:	35
Complaints Opened/Received:	161
Petition for Reinstatement Received	0
Applications Denied per BPC 480:	0
Complaints Closed	148
<i>Total Complaints/Cases Pending:</i>	458
DOI Investigations Initiated:	4
DOI Investigation Reports Received:	1
<i>DOI Investigations Pending:</i>	6
Cases Transmitted to AGO:	2
Statement of Issues Filed:	0
Accusations Filed:	7
BPC 820 Ordered:	0
PC 23 Issued:	0
ISO Issued:	0
Petition to Revoke Probation (PTR) Filed:	0
Accusation and PTR Filed:	0
Case(s) Withdrawn:	0
Case(s) Dismissed	0
<i>Total Cases Pending at Office of the Attorney General</i>	14
Cease Practice Order(s) Issued:	0
Cease Practice Order(s) Lifted:	0
Final Decisions Effective:	2

OT CITATIONS
April 1, 2023 - June 30, 2023

#	VIOLATION						FINE	FINE REDUCE	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OT)
1	1						\$600	\$0	\$600	04/03/23	1							\$0	\$600
1			1				\$375	\$125	\$250	04/03/23	0	1				05/25/23	1	\$250	\$0
1			1				\$375	\$0	\$375	04/03/23	0					04/07/23	1	\$375	\$0
1					1		\$85	\$0	\$85	04/05/23	0					04/08/23	1	\$85	\$0
1			1				\$125	\$0	\$125	04/05/23	0					04/11/23	1	\$125	\$0
1			1				\$600	\$0	\$600	04/28/23	0					05/01/23	1	\$600	\$0
1	1						\$600	\$0	\$600	04/28/23	1							\$0	\$600
1			1				\$5,000	\$0	\$5,000	05/09/23	0							\$0	\$5,000
1			1				\$300	\$0	\$300	05/10/23	0					06/08/23	1	\$300	\$0
1			1		1		\$585	\$0	\$585	5/10/2023	0	1						\$0	\$585
1	1						\$685	\$0	\$685	5/10/2023	1					06/09/23	1	\$685	\$0
1					1		\$85	\$85	\$0	05/10/23	0	1			1			\$0	\$0
1	1						\$600	\$0	\$600	05/12/23	1							\$0	\$600
1			1				\$500	\$0	\$500	6/19/23	0					06/29/23	1	\$500	\$0
1				1			\$500	\$500	\$0	06/21/23	0				1			\$0	\$0
1	1				1		\$685	\$0	\$685	06/21/23	1							\$0	\$685
1		1					\$900	\$0	\$900	06/22/23	0		1					\$0	\$900
1	1						\$600	\$0	\$600	06/23/23	1							\$0	\$600

OTA CITATIONS
April 1, 2023 - June 30, 2023

#	VIOLATION						FINE	FINE REDUCED	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OTA)
1	1		1				\$600	\$0	\$600	4/5/23	1							\$0	\$600
1					1		\$85	\$0	\$85	4/5/23	0							\$0	\$85
1	1						\$600	\$0	\$600	4/28/23	1							\$0	\$600
1			1				\$225	\$0	\$225	4/28/23						05/06/23	1	\$225	\$0
1			1				\$375	\$0	\$375	6/19/23						06/29/23	1	\$375	\$0
1				1			\$300	\$300	\$0	6/21/23					1	07/12/23	1	\$0	\$0
1				1			\$100	\$100	\$0	6/23/23	1				1				\$0
7	2	0	3	2	1	0	\$2,285	\$400	\$1,885		3	0	0	0	2		3	\$600	\$1,285

Violation Key:

FTC - Failure to Cooperate
UPC - Unprofessional Conduct
ULP - Unlicensed Practice

PDU - Continuing Education
ADC - Failure to Notify of Address Change
OTHER (Advanced Practice, Supervision, Negligence, etc.)

CASES PENDING WITH THE OFFICE OF THE ATTORNEY GENERAL

April 1, 2023 – June 30, 2023

Date Transmitted	Complaint Number	Case Type	Case Status
2/25/2022	2020-426	ACC	Accusation re-served 4/5/2023; Notice of Defense received 4/12/2023. Hearing scheduled 1/16/2023.
11/30/2022	2023-462	ACC	Accusation served 2/28/2023; Amended Accusation served 5/25/2023; Hearing scheduled 10/12/2023.
12/23/2022	2021-976	ACC	Accusation served on 5/11/2023; Notice of Defense received 5/19/2023; Hearing date pending.
12/30/2022	2023-263	820	Order to undergo Physical or Psychological Exam served 1/18/2023
2/15/2023	2021-280	ACC	Accusation served 4/28/2023; Notice of Defense received 5/16/2023; Hearing scheduled 7/20/2023.
2/24/2023	2022-030	ACC	Accusation received 6/14/2023.
3/02/2023	2022-505	ACC	Transmittal accepted on 3/8/2023.
3/06/2023	2021-632	ACC	Transmittal accepted on 3/8/2023: AGO requested for further investigation 5/16/2023.
3/13/2023	2023-428	ACC	Accusation served 5/26/2023.
3/16/2023	2019-539	ACC	Accusation served 4/27/2023; Notice of Defense received 5/7/2023; Amended Accusation filed 6/27/23
5/15/2023	2023-024	820	Referred to AGO 5/24/2023.
5/26/2023	2023-023	ACC	Transmittal accepted on 6/6/2023.

FINAL DECISIONS
April 1, 2023 – July 31, 2023

Effective	Name	Type	Violation
5/08/2023	Lawrence Cabus	Revocation	Unprofessional Conduct
6/04/2023	Heather Parton	Revocation	Unprofessional Conduct
7/19/2023	Oscar Ferrer	Probation (3 years)	Unprofessional Conduct
7/27/2023	Patrick Hancock	Revocation	Unprofessional Conduct

Listing of Future Agenda Items Approved at Previous Meetings

Items prioritized for August 2023 meeting:

1. Update on Committee Meetings.
2. Board policy regarding disciplinary cases sent for mail ballot vote.
3. Administrative Committee recommendation to the Board regarding the maximum number of students completing a clinical or non-clinical doctoral capstone experience, that can be supervised by an OT and OTA.
4. Recommendations on amendments to Section 4181, Supervision Parameters, to specify the maximum number of students completing a doctoral capstone that can be supervised by an OT/OTA.

Future Agenda Items

1. Fee Increase Education
 - Develop FAQs to explain revenue and expenditures to licensees in a narrative format to explain the data that pertains to the public comments.
 - Provide a report detailing why an increase in fees is needed.
 - Discuss and decide on methods of education and outreach about the fee increase.
2. Discuss possibility of cost-sharing with California occupational therapy education programs to send a letter to employers regarding the benefits of supervising students completing their fieldwork.
3. Schedule a townhall/meeting with the California OT and OTA programs to share the Occupational Therapy Assistant Workforce Needs Assessment and seek feedback.
4. Discuss language regarding occupational therapy corporation names.

Practice Committee Items (Committee to meet in late September)

1. Consider whether suture removal is within OT scope of practice.
2. Consider whether *advanced practice approval in hand therapy* is required to treat carpal tunnel syndrome, repetitive motion injuries, or finger/hand pain, wrist pain or elbow pain that is not due to trauma or surgery. (Request opinion from someone with expertise in orthotics.)
3. Review of ACOTE Guidelines and consider reducing advanced practice education and training requirements for students graduating after a certain date (date TBD).
4. Review of education and training requirements for licensees demonstrating competence in advanced practice areas and consideration of reducing education/training hours needed.
5. Recommendation on records retention requirement for an occupational therapy business that closes or is sold or if the practitioner is no longer in private practice.

Tabled items:

Update Board member Disciplinary Resource Manual (once Disciplinary Guidelines and other enforcement related regulations are updated).